

**STAYTON PLANNING COMMISSION**  
**MEETING MINUTES**  
**July 25, 2011**

**COMMISSIONERS:** Ellen Nunez – Vice-Chairperson  
Michelle Wonderling  
Rich Hatfield

**STAFF MEMBERS:** Dan Fleishman, Planning & Development Director

**OTHERS PRESENT:** Councilor Larry Emery

**1. CALL TO ORDER: Vice-Chair Lewis opened the meeting at 7:00 pm.**

**2. APPROVAL OF MINUTES:**

- a. Without a quorum present, no action was taken on the minutes of June 27, 2011 meeting.

**3. GENEAL LAND USE TRAINING**

Fleishman presented a training session that included the following topics.

- a. Oregon's Statewide Planning Program
- b. The Comprehensive Plan, Development Code and Land Divisions
- c. Types of Land Use Applications
- d. Types of Procedures (quasi-judicial vs. legislative)
- e. Conducting a Public Hearing
- f. Bias
- g. Conflict of Interest
- h. *Ex Parte* Contact
- i. Roles and Responsibilities (Tips on making good decisions.)

**4. ADJOURN**

The meeting was adjourned at 8:36 p.m.

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Ralph Lewis,  
Planning Commission Chairperson

\_\_\_\_\_  
Date

**ATTEST**

\_\_\_\_\_  
Dan Fleishman,  
City Planner

\_\_\_\_\_  
Date